

FREDERICK COUNTY COMMISSION ON AGING MINUTES
Monday, October 9, 2017, 1:00 PM
FMH Crestwood, 2nd Floor
7211 Bank Court, Frederick, MD

COA MEMBERS	DOA STAFF	EXCUSED	UNEXCUSED	GUESTS
Marcy Gouge	Kitty Devilbiss	Elizabeth Chung		Ron Cramer
Cindy Kokoski	Sue Ramsburg	Monica Grant		Judy Kendro
Dianne Lewis	Carolyn True	M.C. Keegan-Ayer		Annie Lewis
Ann McDermott		Tom Lawler		Veronica Lowe
Thea Uhlig-Ruff		Randy McClement, Mayor		Beth Anderson
Sandra Wastler				

- I. Call to Order** – Dianne Lewis called the meeting to order at 1:00 pm.
- II. Welcome & Introductions** – Dianne welcomed all attendees. She gave a brief description of the Commission and its goals.

Commission members around the table introduced themselves. Members of the audience were invited to introduce themselves.

- III. **Action on the Agenda** – No action on the agenda.
- IV. **Approval of Minutes** – The minutes of the September 14th meeting were approved as written. Dianne made a motion to approve the minutes. All were in favor.
- V. **Habitat for Humanity, Ron Cramer, Executive Director** - Dianne introduced Ron Cramer and read a brief biography with some personal and work background. Ron passed business cards out to those who are present at today's meeting and stated that the Habitat for Humanity has recently moved and their new address is 117 East Church Street. The phone number and email address is unchanged.

Ron stated that Habitat is the largest homebuilder in the world. But building affordable housing is not their only mission. He is here today to talk about a program which assists residents in the community to keep their homes in good shape. There are senior individuals in the community who may not be able to maintain/repair their homes because of the cost. A new Aging in Place initiative works with the current "Brush with Kindness" program to assist elderly citizens to maintain their homes. The program's goal is to assist with twenty of these type projects a year. Some years it is difficult to reach the goal because individuals are too proud to ask for assistance. There is an application process and projects are based on income. Project recipients may be required to pay for some of the materials, but work is done by volunteers. The agency can sometimes help get fees/fines waived for needy seniors. They can also assist with small safety projects such as installing grab bars and switching door knobs to handles, and changing light switches. They have also updated bathrooms to include walk-in bathtubs and opened doorways to allow wheelchair access. The smaller projects such as installing handrails is not included in the twenty projects per year. These tasks are to keep individuals in their homes safely. The Weatherization program can help with insulation and keep heating/cooling costs affordable. The agency has great staff and there are great volunteers in Frederick County. Volunteers help keep the costs of the programs down.

The Land Trust in Frederick County is the first in the state of Maryland. This initiative takes the cost of the land out of the cost of home buying. It keeps homeownership affordable. The County owns the land and the homeowner owns the house. The house can be passed onto the family. The equity is shared and homeowners

cannot borrow the full amount. The main goal is to keep the house affordable.

Q – How does the application process work?

A – The application has some financial questions and the staff can go into the home to help with the application. The income should be under 60% of median income. There is also a sliding scale option which works with those with higher incomes. Applications are available on the website. The biggest measurement is the need. They have had no rejections at this point.

Q – Do you do cosmetic work?

A – No, there needs to be a true need.

Q – How do you address family issues when families live with clients and keep client from obtaining services?

A – It is ultimately up to the homeowner to address issues.

Q – Were you involved in the SOAR tiny house project?

A – No, but they are working with the town of Thurmont on a six unit small home project. Habitat homes must be permanent structures.

Seniors First Update, Carolyn True – Carolyn distributed a summary of what has been taking place within the various workgroups. The first two pages of the document are an overview. The recommendations start on page three and included with the recommendations are all the actions that have taken place and work that is being completed.

Carolyn will be talking with the Accounting office after this meeting about the restrictions the Department has when using grant funding. There are restrictions on job duties for staff paid by grant funds. If the restrictions can be removed/revised, work can be done more efficiently and by more people. Carolyn will be able to share more information next month. This would be very different from how we have traditionally used this funding. The funding comes from State/Maryland Department of Aging and the Administration for Community Living.

<p>1. Analyze current staff and financial resources with recommended structure.</p> <ul style="list-style-type: none">- A draft job description for the new Division Director submitted to Chief Administrative Officer. Recruitment is anticipated to start this fall.
<p>2. Work with Frederick County Parks and Recreation to determine how/when to transition recreational and fitness activities oversight.</p> <ul style="list-style-type: none">- The senior center staff has done a great job to push up their deadlines so that activity information could be published in <i>The Recreator</i>. This is a great partnership.
<p>3. Analyze co-location possibilities with partner agencies.</p> <ul style="list-style-type: none">- Physical co-location is a challenge due to the number of staff involved (42). Staff are working on co-locating virtually with a focus on sharing information and data. New systems are being reviewed with the hope of better communication between agencies. The hope is to avoid duplication of services for some shared clients. Funding may be an obstacle.
<p>4. Decide on a new name for the division.</p> <ul style="list-style-type: none">- A lot of brainstorming was done and suggestions have been sent to County Executive Jan Gardner. No decision has been made yet. It has to be generic enough that people in other parts of the country can find “aging services”.
<p>5. Address the changes to the county ordinance that establishes the department and commission.</p> <ul style="list-style-type: none">- Linda Thall in the County Attorney’s office has been given the go ahead to work on the ordinance and is currently working on the document. Carolyn will share this information when it is ready.
<p>6. Address the wait list issues with the Meals on Wheels program.</p> <ul style="list-style-type: none">- Earlier this year this initiative was broadened to include overall improvement for this program. The group is looking at the current model. Frederick County is the largest geographic county in the state and will always have a waiting list, but it is a fluid list with individuals coming on the list and going off as their specific need changes. Permission has been received to put out a Request for Information (RFI) to request information about different models from the community. Work is beginning on the RFI.

7. Increase the capacity of the facilitation and coordination of staff.

- Three new positions were approved in the FY'18 budget and recruitment for these positions has been put on hold until 2018. The hope is to have staff early next year.

8. Analyze the existing senior center structure.

- This group has only had one meeting so not a lot of progress has been made. This group is using a SWOT analysis (strengths, weaknesses, opportunities, threats). The group is looking at short term and long term solutions and is working with the Department of Public Works for renovation ideas for the Taney Avenue building due to eventual increase in staffing and the need to accommodate more people.

VI. Committee Reports

Business Task Force – Tom Lawler – No report. Tom was unable to attend today's meeting.

Aging in Place – Thea Uhlig-Ruff - Thea stated that this group visited Brunswick and gave a presentation at the Senior Center. They received a lot of feedback. No one from the community was present for the evening program at the Brunswick Library. When they reviewed the questionnaires taken from that meeting, the top three questions were housing, health and wellness, and transportation. Thea will next contact the Thurmont community to set up a meeting. Thea will send out a chart of the questionnaire topics that were taken in Walkersville and Brunswick.

LHIP– Thea Uhlig-Ruff – Thea is the co-chair of the Local Health Improvement Plan and shared information from that group. Their next meeting is on Thursday, October 19th from 5:00 – 6:30 at the C. Burr Artz Library. There will be a presentation of plans, actions, and goals.

Elder Expo– Sandi Wastler – Sandi stated that there was a great turnout at the Expo. It was good to share space with the Department of Aging. There were many opportunities to talk to people about joining the Commission and/or a sub-committee. Carolyn stated that there was also a great turnout for the Caregiver Conference the day prior to the Expo. There was a lot of information shared.

Approval of Subcommittee Reports – Dianne made a motion for the Aging in Place subcommittee report to be approved. All were in favor. None opposed.

10/9/17

Public Comment – Judy Kendro spoke today and stated there was an article recently in the Frederick News Post about the property at Crumland Farm.

VII. Announcements –

Dianne stated that December is the last month that she will be Chairperson of the Commission. Some members who are interested in the position have spoken with her. She encourages anyone interested to speak with her. Diane is thankful for the members of the Commission and the work being done. She is also thankful for the relationship with the Department of Aging.

Sandy stated that next month's Commission meeting will need to be moved as the room at FMH Crestwood will not be available.

VIII. Adjournment -

Dianne thanked everyone for attending today's meeting. The meeting adjourned at 2:25 pm.

Respectfully submitted,

Susan M. Ramsburg
Recording Secretary